



**COUN 441.01.01W: Introduction to Student Services**

**COURSE SYLLABUS: Fall 2026**

**AUGUST 20, 2026 – DECEMBER 11, 2026**

**Online**

**INSTRUCTOR INFORMATION**

**Instructor:** Derryle G. Peace, MS

**Office Location:** ONLINE

**University Email Address:** derryle.peace@etamu.edu

**Preferred Form of Communication:** Email

**Communication Response:** Within 24 hours

**COURSE INFORMATION**

Materials – Textbooks, Readings, Supplementary Readings

**Textbook(s) Required:** (Digital Copy Available through Waters Library)

Student services: A handbook for the profession (Jossey Bass Higher and Adult Education) (Sixth EDITION) ISBN-13: 978-1119049593

**Course Description**

**Catalogue Description of the Course**

As the foundation course for those planning to enter student affairs work in higher education, this course offers students opportunities to examine the historical and contemporary role and scope of college student personnel services. The course provides students with an in-depth understanding of major theories of student development and the application of these theories to student development practice.

## **General Course Information**

This course is a required course for Student Affairs Practice in Higher Education: Counseling program option. As an elective, it is open to undergraduate, doctoral and masters' students in any major. It is particularly valuable to students planning to enter the fields of college or university administration or teaching. Materials will focus on the history and philosophies of higher education, student services programs, pertinent research and research forms, student affairs practice, current issues and future trends in higher education, and student development models and theories.

## **COURSE REQUIREMENTS**

### **Minimal Technical Skills Needed**

In this class, you will utilize the Learning Management System (LMS) entitled D2L for portions of instructional and learning methods, submitting assignments, participating in online discussions, and completing quizzes. You will need to utilize other technologies such as Microsoft Word, PowerPoint, etc. If you have issues with this system, it is your responsibility to contact the help desk immediately.

### **Instructional Methods**

All work will be done through D2L.

### **Student Responsibilities or Tips for Success in the Course**

As a student in this course, you are responsible for the active learning process. Expectations of this course include the following:

1. Professional behavior and open to feedback, as you will receive this throughout the program.
2. Complete all readings and assignments by the deadline.
3. Adhere to the university student code of conduct.
4. Participate.

5. All writing assignments must be done according to APA 6<sup>th</sup> edition.
6. Regularly check your university email. My suggestion is to check this at least once a day as your instructor and others from the department and University may contact you.
7. Begin reading ASAP. Sometimes it may take more than one attempt to digest the material.
8. Deadlines are the last possible moment something is due—not the first moment to start. Work ahead. I realize this may not always be possible; however, when you can, do so.
9. Be open to the process. This degree takes time, work, effort, and growth.

## **GRADING**

Final grades in this course will be based on the following scale:

**A = 90%-100%**

**B = 80%-89%**

**C = 70%-79%**

**D = 60%-69%**

**F = 59% or Below**

|                                  |             |
|----------------------------------|-------------|
| <b>Syllabus Exam</b>             | <b>25%</b>  |
| <b>Personal Reflection Paper</b> | <b>25%</b>  |
| <b>Research Paper</b>            | <b>25%</b>  |
| <b>Final Exam</b>                | <b>25%</b>  |
| <b>TOTAL</b>                     | <b>100%</b> |

Late assignments will not be tolerated.

## **TECHNOLOGY REQUIREMENTS**

### **LMS**

All course sections offered by East Texas A&M University have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements.

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

[https://documentation.brightspace.com/EN/brightspace/requirements/all/browser\\_support.htm](https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm)

Zoom Video Conferencing Tool

[https://inside.etamu.edu/campuslife/CampusServices/CITESupportCenter/Zoom\\_Account.aspx?source=universalmenu](https://inside.etamu.edu/campuslife/CampusServices/CITESupportCenter/Zoom_Account.aspx?source=universalmenu)

## **ACCESS AND NAVIGATION**

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or <https://td.etamu.edu>

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, an ETAMU campus open computer lab, etc.

## **COMMUNICATION AND SUPPORT**

If you have any questions or are having difficulties with the course material, please contact your instructor.

**Technical Support**

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

## **Interaction with Instructor Statement**

## **COURSE AND UNIVERSITY PROCEDURES/POLICIES**

### **Course Specific Procedures/Policies**

### **Syllabus Change Policy**

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

### **University Specific Procedures**

#### **Student Conduct**

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the following link:

<https://www.etamu.edu/student-resources/>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum:

<https://www.britannica.com/topic/netiquette>

#### **ETAMU Attendance**

For more information about the attendance policy please visit

<https://www.etamu.edu/attendance/>

webpage and <https://www.etamu.edu/registrar/general/>

<https://www.etamu.edu/student-code-of-conduct/>

#### **Academic Integrity**

Students at East Texas A&M University are expected to maintain high standards of integrity and honesty in all their scholastic work. For more details and the definition of academic dishonesty see the following procedures: [ACA Code of Ethics](#)

### **Students with Disabilities-- ADA Statement**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides reasonable accommodation of their disabilities. If you have a disability requiring accommodation, please contact:

#### **Office of Student Disability Resources and Services**

East Texas A&M University  
Velma K. Waters Library Rm 162  
Phone (903) 886-5150 or (903) 886-5835  
Fax (903) 468-8148  
Website: <https://www.etamu.edu/student-disability-services/>

### **Nondiscrimination Notice**

East Texas A&M University will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information, or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

### **Campus Concealed Carry Statement**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in East Texas A&M University buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to

do so. Pursuant to Penal Code (PC) 46.035 and ETAMU Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#)

document and/or consult your event organizer.

Web url:

<http://www.etamu.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all ETAMU campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

### **East Texas A&M Supports Students' Mental Health**

The Counseling Center at ETAMU, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit [www.etamu.edu/counsel](http://www.etamu.edu/counsel)

### **AI use policy [Draft 2, May 25, 2023]**

**East Texas A&M University acknowledges that there are legitimate uses of Artificial Intelligence, ChatBots, or other software that has the capacity to generate text, or suggest replacements for text beyond individual words, as determined by the instructor of the course.**

**Any use of such software must be documented. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism).**

**Individual instructors may disallow entirely the use of such software for individual assignments or for the entire course. Students should be aware of such requirements and follow their instructors' guidelines. If no instructions**

are provided the student should assume that the use of such software is disallowed.

**In any case, students are fully responsible for the content of any assignment they submit, regardless of whether they used an AI, in any way. This specifically includes cases in which the AI plagiarized another text or misrepresented sources.**

**13.99.99.R0.03 Undergraduate Academic Dishonesty**

**13.99.99.R0.10 Graduate Student Academic Dishonesty**

## **Mental Health and Well-Being**

The university aims to provide students with essential knowledge and tools to understand and support mental health. As part of our commitment to your well-being, we offer access to Telus Health, a service available 24/7/365 via chat, phone, or webinar. Scan the QR code to download the app and explore the resources available to you for guidance and support whenever you need it.



## **Department or Accrediting Agency Required Content**

### **COURSE OUTLINE / CALENDAR**

**Examination (25 points each)** – The first examination will cover the syllabus, and the code of ethics. The examination will consist of multiple-choice questions.

**Exam Due: August 30, 2026**

**Personal Reflection Paper: (25 points)** Reflection on course content and personal experience is essential to developing new knowledge. Submit a 3–5-page reflection paper that addresses the following: 1) your personal background, such as family or

personal status; 2) your educational background, including institutions attended, reasons for attending them, and degrees earned or in progress; 3) how you have used, or not used, student affairs services during your postsecondary education; 4) the current needs of students in higher education, including needs beyond the classroom; and 5) at least three ways colleges can improve student affairs today.

**The paper must follow APA 7th edition formatting, including Times New Roman, 12-point font, and 1-inch margins. Answer each question fully; 5–8 sentences per question is appropriate. Include at least five sources from the textbook or peer-reviewed journals. Wikipedia is not an appropriate source. Use a separate paragraph with proper headings for each question. Proofread carefully and ensure the paper is written at a college level. Upload the paper to D2L. Late assignments will not be accepted. Please do not include any information that you are hesitant to share and know that all information shared will remain confidential.**

**(DUE: September 20, 2026)**

**Research Paper: (25 points)**

Each student will complete a research paper for the course. Topics will be chosen by the student from the topics covered in the text and given final approval by the course instructor. You may choose any topic if it is relevant to the course. At least (Five) outside sources must be used on the paper. It must be at least ten written pages, plus a cover page and reference page, making it no less than twelve pages. (APA STYLE)

**(DUE: November 8, 2026)**

**Examination:** Th Final will cover content from chapters assigned in the textbook and are all multiple-choice questions.

**(DUE: December 9, 2026)**

| Date                                             | Topic                                              | Readings  | Assignments |
|--------------------------------------------------|----------------------------------------------------|-----------|-------------|
| <b>Week 1</b><br>08/20/26<br>through<br>08/29/26 | History of student affairs<br>and higher education | Chapter 1 |             |

|                            |                                                 |            |                                                               |
|----------------------------|-------------------------------------------------|------------|---------------------------------------------------------------|
| <b>Week 2</b><br>08/30/26  | History of student affairs and higher education | Chapter 2  | <b>Syllabus exam due August 30, 2026</b>                      |
| <b>Week 3</b><br>09/6/26   | Philosophies and Values                         | Chapter 3  | Identify a research topic and email it to me.                 |
| <b>Week 4</b><br>09/13/26  | Institutional Identity and campus culture       | Chapter 4  | Begin working on personal reflection <b>paper due Sept 20</b> |
| <b>Week 5</b><br>9/20/26   | Campus climate and diversity                    | Chapter 5  | <b>Reflection paper due September 20</b>                      |
| <b>Week 6</b><br>9/27/26   | What is ethical professional practice?          | Chapter 6  |                                                               |
| <b>Week 7</b><br>10/4/26   | Legal foundations and Issues                    | Chapter 7  | <b>FALL BREAK 10/08/26</b>                                    |
| <b>Week 8</b><br>10/11/26  | The nature and uses of theory                   | Chapter 8  | Research Paper should be 50% completed                        |
| <b>Week 9</b><br>10/18/26  | Holistic Development                            | Chapter 9  |                                                               |
| <b>Week 10</b><br>10/25/26 | Cognitive Development                           | Chapter 10 |                                                               |

|                            |                                                                                                                                                                         |                                                        |                                                                    |
|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|--------------------------------------------------------------------|
| <b>Week 11</b><br>11/01/26 | Psychosocial and identity development<br><br>Please note that the Research Paper is due next week so feel free to email me with any last-minute questions you may have. | Chapter 11                                             | <b>Make final revisions on research paper due November 8, 2026</b> |
| <b>Week 12</b><br>11/8/26  | Critical theoretical perspectives                                                                                                                                       | Chapter 12                                             | <b>Research Paper due November 8, 2026</b>                         |
| <b>Week 13</b><br>11/15/26 | Organization theory and change.                                                                                                                                         | Chapter 13                                             |                                                                    |
| <b>Week 14</b><br>11/22/26 | Begin reviewing chapters already read in preparation for the final examination                                                                                          | Thanksgiving Holiday – University closed 11/25 & 11/26 |                                                                    |
| <b>Week 15</b><br>11/29/26 | Continue reviewing chapters already read in preparation for the final examination                                                                                       |                                                        | <b>Final Exam Due December 9, 2026</b>                             |
| <b>Week 16</b><br>12/06/26 | Exam Week                                                                                                                                                               |                                                        | <b>Final Exam Due December 9, 2026</b>                             |

The syllabus schedule is subject to change.

**This course adheres to a STRICT late policy.**

**\*\*\*\*\* A FIFTEEN (15) POINT DEDUCTION WILL OCCUR IF AN ASSIGNMENT IS SUBMITTED WITHIN 24 HOURS FOLLOWING THE SET DEADLINE. 24 HOURS AFTER THE DEADLINE, LATE WORK WILL NOT BE ACCEPTED, RESULTING IN A 0\*\*\*\*\***

**Any form of plagiarism is NOT tolerated. Plagiarism is not just copying someone else's work word for word. If you fail to successfully paraphrase, your paper WILL be flagged for plagiarism. Assignments with a plagiarism percentage of 13% or higher will receive a zero on the assignment.**

Example of plagiarism:

“The sky was blue, and ocean went on for miles.”

“The sky was a shade of blue, and the ocean continued for miles” (This sentence will flag for plagiarism because of the similarity)

“Blue was a fitting color to describe the sky, and the water remained forever.”  
(This is an example of successful rewording)

**Note: Since this course is online, I recognize that some students may work during the evening. I will make every effort to respond to emails promptly, but immediate replies may not always be possible.**

**Thank you for your understanding.**